

## **Minutes of the Finance Committee**

**Wednesday, October 19, 2005**

Chair Haukohl called the meeting to order at 8:45 a.m.

**Present:** Supervisors Pat Haukohl (Chair), Bonnie Morris, Joe Marchese, Ken Herro, Jim Behrend, and Don Broesch. Genia Bruce arrived at 9:25 a.m. Morris left at 2:30 p.m.

**Also Present:** Legislative Policy Advisor Mark Mader, Personnel Committee Chair Duane Paulson, Senior Financial Analyst Clara Daniels, Executive Assistant Meghan Walsh, Budget Manager Keith Swartz, Senior Financial Analyst Mike Baniel, County Clerk Kathy Nickolaus, Corporation Counsel Tom Farley, Financial Analyst Kim Ho, Child Support Managing Attorney Linda Saafir, County Board Chair Jim Dwyer, Community Development Block Grant (CDBG) Coordinator Glen Lewinski, Program Assistant Nancy Mojica, County Board Supervisor Bob Thelen, Principal Human Resources Analyst Terri Sgarlata-Lutz, Labor Relations Manager Jim Richter, UW-Extension Director Marcia Jante, Office Services Coordinator Donna Simmert, Federated Library Director Tom Hennen, Enterprise Operations Manager Pete Pulos, Parks & Land Use Director Dale Shaver, Administration Director Norm Cummings, Senior Financial Analyst Andy Thelke, and Employment Services Manager Sue Zastrow. Recorded by Mary Pedersen, County Board Office.

### **Schedule Next Meeting Dates**

October 24 at 8:45 a.m. (all day).

**Discuss and Consider 2006 Operating Budgets for the Following Departments: a) County Executive, b) County Clerk, c) Corporation Counsel Office, and d) County Board Office**  
Daniels, Walsh, and Paulson were present to discuss the proposed 2006 operating budget for the County Executive's Office including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$530,212 – an increase of \$11,858 or 2.3% from the adopted 2005 budget. Revenues are budgeted at \$10,500 – a 0% increase and the tax levy is budgeted at \$519,712 – an increase of \$11,858 or 2.3%. The position summary shows an overall decrease of 0.04 full-time equivalent (FTE) positions for a total of 4.50.

**MOTION:** Marchese moved, second by Broesch to tentatively approve the 2006 operating budget for the County Executive's Office. Motion carried 6-0.

Nickolaus and Paulson were present to discuss the proposed 2006 operating budget for the County Clerk's Office including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$589,746 – an increase of \$133,380 or 29.2% from the adopted 2005 budget. Revenues are budgeted at \$254,000 – an increase of \$97,380 or 62.2% and the tax levy is budgeted at \$335,746 – an increase of \$36,000 or 12%. The number of FTE positions remains unchanged and totals 4.20.

Bruce arrived at 9:25 a.m.

**MOTION:** Marchese moved, second by Broesch to tentatively approve the 2006 operating budget for the County Clerk's Office. Motion carried 7-0.

Farley, Saafir, Ho, and Paulson were present to discuss the proposed 2006 operating budget for the Corporation Counsel's Office including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$3,618,965 – an increase of \$174,896 or 5.1% from the adopted 2005 budget. Revenues are budgeted at \$2,488,768 – an increase of \$107,323 or 4.5% and the tax levy is budgeted at \$1,130,197 – an increase of \$67,573 or 6.4%. The position summary shows an overall increase of 0.42 FTE positions for a total of 44.39. Staff distributed various charts and statistics on child support collections.

MOTION: Herro moved, second by Morris to tentatively approve the 2006 operating budget for the Corporation Counsel's Office. Motion carried 7-0.

Dwyer, Mader, and Paulson were present to discuss the proposed 2006 operating budget for the County Board Office including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$1,363,357 – an increase of \$31,066 or 2.3% from the adopted 2005 budget. The tax levy is budgeted at \$1,363,357 – an increase of \$31,066 or 2.3%. The revenues remain unchanged at \$0 as does the number of FTE positions which totals 9.01.

MOTION: Broesch moved, second by Herro to tentatively approve the 2006 operating budget for the County Board Office. Motion carried 6-0. Behrend was absent for the vote.

#### **Discuss and Consider the 2006 Operating Budget for Community Development Block Grant (CDBG) Program**

Lewinski, Mojica, and Daniels were present to discuss the proposed 2006 operating budget for the CDBG Program including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$4,899,350 – an increase of \$169,350 or 3.6% from the adopted 2005 budget. Total revenues are budgeted at the same amount as expenditures. There is \$0 tax levy in this budget. The position summary shows an overall decrease of 0.01 FTE positions for a total of 2.54. Revised budget book pages 116 and 120 were distributed for informational purposes.

MOTION: Marchese moved, second by Broesch to tentatively approve the 2006 operating budget for CDBG. Motion carried 7-0

#### **Ordinance 160-O-062: Ratification Of 2005 – 2006 – 2007 AFSCME Local 2494 Public Health Nurses Collective Bargaining Agreement**

Richter discussed this ordinance and the following two ordinances to approve the labor contracts with the AFSCME units they were negotiating with. Richter explained changes to the contract language and personnel policy, employee benefits, and classification and compensation.

He advised that those changes with the most fiscal impact involved health insurance. Effective January of 2006, staff will implement some significant changes with the CompCare HMO, a high cost plan, involving deductibles, co-insurance, out-of-pocket maximums, co-payments for physician and emergency room visits, and higher prescription drug co-payments. Richter anticipates some employees will migrate from this plan to the County's Point-of-Service plan due to these changes.

Effective January of 2007, the out-of-network deductibles for the Point-of-Service Plan will increase as will the co-insurance amount and out-of-pocket maximums for which the employees will have to pay.

Richter said consistent with the other bargaining units that have settled so far, a fourth tier will be implemented for specialty and biotech prescription drugs with a \$100 co-pay.

The mail order drug program has been changed from a 2 month co pay to a 2-1/2 month co-pay for a ninety-day supply. This will not only save the employees money but also the County.

Effective January of 2006, the County will provide an incentive for employees who maintain sick leave balance by providing a contribution into the Post Employment Health Plan.

Employees will receive across-the-board increases of 2% on January 8, 2005; 1% on June 25, 2005; 3% on January 7, 2006; 2% on March 31, 2007; and 2% on September 29, 2007. Richter said this is the same wage settlement that was approved by the County Board for the deputies and the core group (AFSCME) last month.

MOTION: Marchese moved, second by Bruce to approve ordinance 160-O-062. Motion carried 7-0.

**Ordinance 160-O-063: Ratification Of 2005 – 2006 – 2007 AFSCME Local 902 Social Worker Collective Bargaining Agreement**

Richter advised of an error which was detected and corrected by the Personnel Committee. Copies of the revised ordinance were distributed.

MOTION: Morris moved, second by Broesch to approve ordinance 160-O-063. Motion carried 7-0.

**Ordinance 160-O-064: Ratification Of 2005 – 2006 – 2007 AFSCME Local 1365 Park Maintenance Employee Collective Bargaining Agreement**

Richter advised this ordinance contained the same error which was detected and corrected by the Personnel Committee. Copies of the revised ordinance were distributed.

MOTION: Broesch moved, second by Behrend to approve ordinance 160-O-064. Motion carried 7-0.

The committee recessed at 11:55 a.m. and reconvened at 1:00 p.m.

**Ordinance 160-O-058: Adopt Seven Year Agreement Between Waukesha County And Waukesha County Fair Association For Holding Waukesha County Fair At Waukesha County Exposition Center**

Pulos distributed copies of "County Fair Agreement – Summary of Changes 2006-2012" which he reviewed as outlined. This ordinance authorizes the Parks & Land Use Department to enter into a lease agreement with the Waukesha County Fair Association for use of the County Expo Center for the Waukesha County Fair. Under the terms of the agreement, the Fair Association will make fixed base rental payments of \$75,000 in 2006 with an increase of approximately

\$2,500 per year until 2012, at which point the payment will be \$91,500. The rental payment in 2005 was \$50,000. Also, the County will not claim any revenue rights to alcohol or beverage revenue sharing as in prior years. Price establishment for beer will be at the discretion of only the Association and Alcohol Concessionaire. Pulos and Shaver said this is a great contract and a very good deal for Waukesha County.

MOTION: Broesch moved, second by Herro to approve ordinance 160-O-058. Motion carried 7-0.

### **Discuss and Consider the 2006 Operating Budget for the UW-Extension Office**

Jante and Simmert were present to discuss the proposed 2006 operating budget for the UW-Extension Office including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$322,761 – a decrease of \$173,727 or 35% from the adopted 2005 budget. Revenues are budgeted at \$58,630 – a decrease of \$123,727 or 67.8% and the tax levy is budgeted at \$264,131 – a decrease of \$50,000 or 15.9%. The position summary shows an overall decrease of 1.75 FTE for a total of 19.10. Jante distributed various information on their budget including budget allocations, funding sources, and the effects of the funding cuts.

After a lengthy discussion on the proposed budget cuts and program prioritization, Haukohl asked staff to draft an amendment to add a budget objective stating the department will examine its core mission and how it fits the County's core mission. Swartz distributed copies of an amendment drafted by supervisor Stamsta to restore the 0.50 FTE Account Clerk II position which will result in \$50,000 of additional tax levy. Both amendments will be considered at the October 24<sup>th</sup> Finance Committee meeting.

MOTION: Herro moved, second by Marchese to tentatively approve the 2006 operating budget for the UW-Extension Office. Motion carried 7-0.

### **Contract Procurement Process for Adult Day Care Services**

Bellovary advised the contract was awarded to The Caring Place, Catholic Charities, Curative Care Network, Lutheran Social Services-Menomonee Falls, Lutheran Social Services-Waukesha, and Oconomowoc Memorial Hospital, the highest rated proposers. Total compensation shall not exceed the Department of Senior Services annual appropriation for adult day care services. The proposed 2006 budgeted amount is \$48,000. A total of six vendors submitted RFP's for consideration.

MOTION: Behrend moved, second by Broesch to approve the contract procurement process for adult day care services. Motion carried 7-0.

### **Discuss and Consider the 2006 Operating Budget for the Federated Library System**

Hennen was present to discuss the proposed 2006 operating budget for the Federated Library System including the strategic objectives and program highlights. Total expenditures for 2006 are budgeted at \$3,762,842 – a decrease of \$93,051 or 2.4% from the adopted 2005 budget. Revenues are budgeted at \$1,186,208 – an increase of \$71,701 or 6.4% and the tax levy is budgeted at \$2,576,634 – a decrease of \$164,752 or 6.0%. The position summary shows an overall increase of 0.05 FTE positions for a total of 7.11.

Morris left the meeting at 2:30 p.m.

MOTION: Broesch moved, second by Marchese to tentatively approve the 2006 operating budget for the Federated Library System. Motion carried 6-0.

**Ordinance 160-O-056: Create New and Abolish Positions, Approve Equity Adjustments, Reclassify Positions, Retitle Positions, and Transfer Positions**

Zastrow and Paulson were present to discuss this issue in detail as outlined in the ordinance which included the proposed reorganization of the Information Systems Division. Copies of the revised ordinance, as corrected by the Personnel Committee, plus three class specs which were inadvertently not included with the yellow copies were distributed.

Section I and corresponding Table I of this ordinance detail the 2006 budgeted costs of creating 12.50 FTE / funding 10.38 FTE positions, including salaries, benefits, and associated operating expenses, is estimated to be \$673,817. This is offset by 7.50 FTE position abolishments with cost reductions of \$382,564 and an estimated \$37,722 from additional new revenues directly relating to new positions. This results in a net 5.00 FTE authorized positions created / 4.88 FTE funded position increase with a 2006 net tax levy increase estimate of \$253,531 attributable to the 1.0 Emergency Preparedness, 3.88 Sheriff, and 1.5 Human Services positions offset by 1.0 DOA and 0.5 UW-Extension positions.

Section III and corresponding Table II of this ordinance reclassifies four positions, only one of which results in a tax levy increase of \$2,568, based on the increase of one pay range for the Senior Correctional Facility Manager.

Zastrow went on to review other components of the ordinance that do not have any direct tax levy impact. The total net tax levy impact of this ordinance is \$256,099.

MOTION: Marchese moved, second by Broesch to approve ordinance 160-O-056. Motion carried 6-0.

MOTION: Bruce moved, second by Broesch to adjourn at 3:18 p.m. Motion carried 6-0.

Respectfully submitted,

Bonnie J. Morris  
Secretary